

Rental Dwelling Inspection Program Information

In an effort to improve the quality of life in the community, the City of Oak Ridge Community Development Department with Codes Enforcement is working with citizens of the community on housing and other property issues that have been identified. Part of this overall effort, a rental housing program has been initiated to address the distressed property challenges that exist in the community. The following information is to aid in the use of this form and the program it is intended serve:

DEFINITIONS

"Dwelling" or "Dwelling Unit" means a structure or the part of a structure that is used as a home, residence, or sleeping place by one (1) person who maintains a household or by two (2) or more persons who maintain a common household;

"Premises" or "Property" means a dwelling unit and the structure of which it is a part and facilities and appurtenances therein and grounds, areas and facilities held out for the use of tenants generally or whose use is promised to the tenant;

"Rental Unit" means any dwelling unit or residential structure that contains sleeping unit(s) or room(s) which is leased or rented or has an occupancy agreement otherwise regardless of monetary exchange to the owner or person in control of such units from any tenant, whether by day, week, month, year or any other term. This definition excludes all Hotel/Motel or transient boarding establishments.

"Landlord" means the owner, lessor, or sub-lessor of the dwelling unit or the building of which it is a part, and it also means a manager of the premises who fails to disclose as required by § TCA 66-28-302;

"Rental agreement" means all agreements, written or oral, and valid rules and regulations adopted under § 66-28-402 embodying the terms and conditions concerning the use and occupancy of a dwelling unit and premises;

"Tenant" means a person entitled under a rental agreement to occupy a dwelling unit to the exclusion of others;

"Owner" means one (1) or more persons, jointly or severally, in whom is vested:

- (1) All or part of the legal title to property; or
- (2) All or part of the beneficial ownership and a right to the present use and enjoyment of the premises;
- (3) "Owner" also includes a mortgagee in possession.

"Inspector" examines the condition of a certain property, including buildings, homes and other structures. After a comprehensive inspection, the inspector records and prepares a report detailing the inspection. Inspectors are required to be qualified, licensed or certified in the State of Tennessee for such activity in accordance with State Law.

"Manhattan District Overlay" (MDO) is the geographic region identified and subject to the provisions of the Oak Ridge Municipal Code Title 13 Chapter 5 Residential Rental Dwelling Unit Inspections.

Maintenance by Landlord (TCA § 66-28-304) the landlord shall:

1. Supply Essential Services
2. Comply with applicable building and housing codes materially affecting health and safety
3. Make all repairs and do whatever is necessary to put and keep the premises in a fit and habitable condition
4. Keep all common areas clean and safe

In multi-unit complexes of 4 or more units, the landlord must provide and maintain appropriate receptacles and conveniences for the removal of ashes, garbage, rubbish and other waste from common points of collection.

Tenant Obligations (TCA § 66-28-401) the tenant(s) shall:

1. Comply with all obligations primarily imposed by applicable provisions and housing codes materially affecting health and safety
2. Keep their space as clean and safe as it was when the tenant took possession
3. Dispose from dwelling all ashes, rubbish, garbage and other waste to the designated collection areas and into receptacles
4. Not deliberately destroy, deface, damage or impair any part of the premises or permit any person to do so
5. Not disturb the neighbor's peaceful enjoyment of the premises

Accurate and Complete Information. All information provided on the registration form shall be accurate and complete. No person shall provide inaccurate information for the registration of a rental unit, or fail to provide the information required for such registration. The registration form shall be signed by the property owner(s) or the designated responsible local agent, where applicable. When the owner is not a natural person, the owner information shall be that of the president, general manager or other chief executive of the organization. When more than one person has an ownership interest, the required information shall be provided for each owner on the City of Oak Ridge provided registration form.

UPON RECEIPT OF THE RESIDENTIAL RENTAL REGISTRATION NOTICE LETTER AND FORM, YOU HAVE SIXTY-FIVE (65) CALENDAR DAYS FROM DATE OF THIS NOTICE TO RETURN THE COMPLETED REGISTRATION FORM(S). UNDER SPECIFIED CONDITIONS, REGISTRATION WILL BE REQUIRED AGAIN IN FOUR (4) CALENDAR YEARS UNLESS OTHERWISE REVOKED OR MODIFIED.

OAK RIDGE • **ATTACHMENT A** • Rental Unit Registration Property List (CONTINUED)
You may email this completed form and Attachment A to: RentalRegistration@oakridgetn.gov
(PLEASE PRINT)

Address: _____ Oak Ridge, Tennessee 37830 Subdivision: _____
Street

House Single Family Dwelling Duplex 3 Plex 4 Plex Apartment Building Condo/Townhouse

**** Is this Property/Rental Unit Vacant?** YES NO **Are all utilities active in this Unit?** YES NO

CHECK and COMPLETE ALL THAT APPLY: Story's # _____ Bedrooms # _____ Bathrooms # _____ Carport

Attached Enclosed Garage Utility Shed Detached Garage Pool/Spa Fenced Crawl Space

Basement Unfinished Basement Finished Approximate Square Footage of Living Space: _____

Address: _____ Oak Ridge, Tennessee 37830 Subdivision: _____
Street

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